

Calais Cemetery Commission Meeting Minutes

August 28, 2018

Town Office

Present: John Simanskas, Fletcher Dean, Juanita Nunn, Jennifer Whitman

John called the meeting to order at 7:10.

Minutes of the commissioners' June 27th meeting were reviewed and approved.

Sexton's Report: Not available

FY 2018-19 Expense Report: Commissioners reviewed the report in its new format. Labor and equipment rental are itemized clearly but it was unclear what the "Supplies" line included. Also, relevant FY 17-18 expenditures were handwritten, i.e. not incorporated within the spreadsheet. Fletcher will email Treasurer Sandra Ferver for clarification.

NMERC software: Juanita and Fletcher will set a time to continue entering burial data at the town office. Tobin Anderson had left a thumb drive of photos from Ainsworth Cemetery to attach to the entries.

FY 18-19 Projects: Commissioners were very pleased at the results of the recent cleaning and straightening of headstones in the upper section of Old Fairview. John will ask for bids for the lower section. It was agreed that a small number of volunteers can only do so much in a very short time. The second priority is replacing and painting the wooden fence at Old West Church Cemetery. Lastly, if there is still money in the budget, begin work on the Hudson Cemetery fence.

Endowment: As of July 31, the balance was \$143,805.94.

Poplar Hill Cemetery: No updates. Juanita will contact Andy Christianson re the documents he'd promised to send at the June mtg. Jennifer will contact Denise Wheeler to ensure that the town attorney will be facilitating the transfer of ownership to the town of Calais this fall.

New Business: Juanita made a motion to put the 2019 mowing and maintenance season out to bid, as has been recommended by the select board. Jennifer seconded. She will ask Denise Wheeler for guidance regarding the process and timing.

Meeting adjourned at 8:30.

The Cemetery Commission meets on the 4th Wednesday of the month in summer, excluding July, and bi-monthly thereafter.

Next meeting September 26, 2018 - 7 PM

Town Office

Respectfully submitted,

Fletcher Dean

August 30, 2018